

Facility Rental | Agreement

11 Hudson Street Blind River ON P0R 1B0

(T) 705.356.2251 | (F) 705.356.7343



Rental Date(s) _____ | Venue: _____

Renter: _____ Phone: _____ Alt: _____

Mailing Address: _____

Email: _____ | Hours of Event: _____

Event Type: _____ # Guests _____ # Tables _____ # Chairs _____ # Place Settings: _____

SOCAN FEES (Please Circle One): **Music without Dancing:** \$31.72 **Music with Dancing:** \$63.49

Music Provider: _____ Business License: _____

Liquor Event (Please Circle One): **YES** **NO** | Copy of Alcohol Policy Provided to Renter: _____ (Staff Initial)

BARTENDER 1: _____ SMART SERVE: _____

BARTENDER 2: _____ SMART SERVE: _____

Venue Rates

Marine Lounge (minimum 2 hours)	\$35/hour	\$150/9am-5pm or \$265 5pm-Evening
Marine Park Meeting Room (seasonal)	\$25/hour	
Community Centre Hall	\$50/hour	\$325/day
Community Centre Hall Early Set Up	\$50	
Community Centre Kitchen only	\$160/day	
Seniors Centre	\$35/hour	\$25/Member \$150/day
Party Pack! (1hour Ice + 2hour Party Room)	\$88.50	
Arena Floor (Ice Out)	\$300.00/day	



Insurance Rates

\$2,000,000.00 limits in liability for Town-approved events. \$4,000,000.00 limit in liability required minimum for excluded events. Proof must be attached prior to key release

	<u>NO- ALCOHOL</u>		<u>WITH ALCOHOL</u>	
1-50 Guests	\$3/HR	\$25/DAY	\$12/HR	\$85/DAY
51-100 Guests	\$4/HR	\$50/DAY	\$20/HR	\$130/DAY
101-200 Guests	\$6/HR	\$75/DAY	\$30/HR	\$200/DAY
201-500 Guests	\$8/HR	\$150/DAY	\$40/HR	\$350/DAY

Venue: \$ _____
 SoCan: \$ _____
 SubTotal: \$ _____
 HST: \$ _____
 SubTotal: \$ _____
 Insurance: \$ _____
 TOTAL: \$ _____
 Deposit -\$ _____ **BALANCE DUE: \$ _____**

Key is due within 48 hours of event ending as per this rental agreement.

Lost Key will result in a \$150 charge

Set-Up & Tear-Down is the responsibility of the Renter

Staff Initial: _____ Renter Initial: _____

Renter: _____ Date: _____

\$100 NON-REFUNDABLE DEPOSIT DUE TO SECURE BOOKING | BALANCE DUE PRIOR TO KEY RELEASE

Please Initial:

- ___ **ALL** lottery and gaming must meet AGCO criteria. Visit www.agco.ca for details.
- ___ Sparkles are not permitted in any of our venues.
- ___ The number of place-settings, chairs, and tables requested are what will be available to your party. Items are to be cleaned and organized as they were provided.
- ___ Tape is not permitted on any wall surface to hang decoration or signage.
- ___ Additional Kitchen items are locked and will not be readily available.
- ___ Town Staff are not authorized to unlock storage to accommodate items outside of the contract.
- ___ Bar Area, if used, is to be fully emptied, and cleaned **prior** to event ending (as per SOP regulation).
- ___ Within twelve (12) hours of event ending (as per contract time), the kitchen must be fully cleaned by renter/caterer.
- ___ Any food left behind will be discarded.
- ___ Decorations must be removed from the building within twelve (12) hours of event ending (as per contract time).
- ___ It is the responsibility of the renter to dismantle their set-up and fill chair/table racks within twelve (12) hours of event ending (as per contract time). Racks will be put away by Staff. Additional chairs and tables that will not fit will be handled by Staff.
- ___ Garbage must be removed from cans and tied off by Renter. Bags are to be neatly piled near the main exit area **without** blocking any fire escape routes.
- ___ Boxboard, cardboard, etc, must be dismantled to flat and neatly stacked for Staff removal.
- ___ Any damages to the facility incurred during the rental period will be the responsibility of the Renter (as listed in this agreement), after careful review by Facility & Recreation Manager and Clerk Administrator.

Renter Signature: _____ Date: _____

Staff Signature: _____ Date: _____

Staff: Please retain original at Town Hall. Provide Renter with photocopy of both sides of this agreement.